

SLA Engineering Division Executive & Advisory Board Meeting

July 23, 2015: 2:00-2:40pm Central

1- **Open Meeting, Call to Order and Roll Call** (Sara Davis and Christina Byrne)

Present: Sara Davis, Giovanna Badia, Andy Shimp, Diane Brenes, Christina Byrne, Mary Whittaker, Kati Arzeta, Gabriele Hysong, Becca Smith, Vanessa Eyer, Taya Cagle, Penny Sympton, Niamh Tumelty, Zac Painter, Ashleigh Faith, Daureen Nesdill

Absent: Edna Paulson, Joan Cunningham, Danielle Harrison, Maureen Kimball, Lynn Berard, Jeremy Cusker, Moy McIntosh, Marge Rhodes, Dale Copps

2- **Approval of the Agenda** (Sara Davis) – Approved. No changes.

3- **Approval of Previous Meeting Minutes** (Sara Davis) – Minutes of the June 13, 2015 Board meeting approved.

4- **Comments on Combined Officer Report:** None.

5- **Chair, Executive Board & Committee Reports**

A. Chair (Sara Davis):

- 1) Completed all tasks needed for successful annual conference.
- 2) Working on gathering reports from conference reporters to be published in Sci-Tech News.
- 3) Created and sent a retirement certificate to a retiring Division member at the request of the member's boss. Mary Whittaker also participated in this one.
- 4) Put an announcement on the Division listserv about Maureen Kimball & Sandra Nawrocki's award from Business & Finance.
- 5) Sent a follow-up email to the Aero Division encouraging someone to step up to become Chair-Elect for the Section next year.
- 6) Attended the SLA Board meeting to hear about how the Board voted and is proceeding with the changes to our Association.
- 7) Forwarded the research done by Archivist, Vanessa Eyer, at Daureen Nesdill's request, on to Carolyn Sosnowski at SLA HQ about the history of our Division. I've asked her to check the research because we may be celebrating our 50th anniversary next year in Philadelphia. Am waiting for a response.

B. Chair-Elect (Giovanna Badia): No report.

C. Past-Chair/Nominations Committee (Andy Shimp): No report.

D. Secretary (Christina Byrne):

- 1) The minutes from the 2014 SLA Engineering Division Annual Business Meeting in Vancouver were approved at the 2015 SLA Engineering Division Annual Business Meeting in Boston. The minutes are posted on the Division website.
- 2) The minutes from the April 23 Executive & Advisory Board and the May 2015 report (in lieu of minutes) have been posted on the Division website.

E. Treasurer (Diane Brenes): See report at the end of the minutes (Appendix 1).

F. Aerospace Section Chair (Mary Whittaker):

- 1) The Aerospace Program at SLA 2015 (NASA Spinoffs: To Space and Back) was held on Sunday, June 14th in the Boston Convention Center. We had three outstanding speakers:
 - Daniel Coleman (Editor-in-Chief, NASA Spinoff publication) – speaking on the NASA spinoff program.
 - Daniel Theobald (Vecna Technologies, Inc. Co-Founder and CTO) – speaking on how Vecna came into being from NASA and what it is doing in the field of robotics.
 - Darryl Sargent (Draper Laboratory, Vice President for National Security & Space Systems) – speaking on Draper’s Fly-by-Wire Systems spinoff and where they are headed from there.

The room monitor counted 74 attendees at this session. I made only 50 request forms for the Spinoff publication, so we gave Daniel Coleman additional sheets of paper to take back to the NASA Spinoff office for the publication to be mailed to attendees.

- 2) The Aerospace Section held an informal business meeting at the Engineering Division Luncheon at the SLA conference. We had our own table at the DENG luncheon, and we shared it with some of the AERO and DENG sponsors. Edna Paulson took notes during the meeting. We hope that this meeting will “count” as a business meeting, and I wanted to ask the SLA HQ monitor, but there was not one for the DENG luncheon and meeting, so I am hoping we are good to go.
- 3) I wrote a “gleanings” Aerospace listserv posting about the NAS Spinoff website after the conference took place in an effort to reach out to AERO members and AERO listserv subscribers.
- 4) Edna Paulson sent a listserv email to DENG and AERO listservs in search of a future Aerospace Section Chair (to be Chair-elect in 2016 and Chair in 2017).

G. Aerospace Section Chair-Elect (Gabriele Hysong): No report.

H. Aerospace Section Past Chair (Edna Paulson): No report.

I. ABCD Section Chair (Kati Arzeta):

- 1) The ABCD Section held a roundtable meeting during the 2015 Annual Conference. The main issue discussed was the need for an email distribution list for ABCD-themed discussion. I am currently awaiting a response from SLA HQ on what is needed to make this happen. I hope to have this in place by the end of August.
- 2) Our other focus is in finding a chair-elect for next year. I've sent out a few emails and am waiting for a response. Again, I hope to have an update by the next meeting.

J. ABCD Section Chair-Elect (Becca Smith): No report.

K. ABCD Section Past Chair (Joan Cunningham): No report.

L. Action Planning Committee (Maureen Kimball): No report.

M. Archives (Vanessa Eyer): No report.

N. Awards (Taya Cagle):

- 1) Since my last report I have firmed up the membership for the Awards Committee for 2015-16. Ms. Bette Finn has rejoined the committee after a one year break. The Engineering Division's governing document calls for a break in service for members who have served six consecutive years on a committee. It is wonderful to have Bette back. Ms. Adrienne Washburn Jones will not be serving on the committee this year. Adrienne has taken a new position at BNSF Railway and needs to focus on her new role. We wish Adrienne the best and hope she will return to the Awards Committee soon. Ms. Laura Woods, the 2015 Bonnie Hilditch International Librarian of the Year, has accepted the invitation to join the Awards Committee. Welcome, Laura! (Many thanks to Dale Copps for updating the Awards webpage in regards the above mentioned changes to the Awards Committee membership.)
- 2) Now that the Awards Committee is set, I have started the committee on addressing two goals. The first is to review, affirm or modify award criteria and requirements. This is a result of the lack of applications for the SPIE Digital Library Student Travel Stipend. The committee's recommendations will be made available to the Engineering Board for the September meeting at the latest. First call for awards will be posted/sent out in early October - award criteria and requirements must be in place prior to the first call. The second goal is to standardize or create a template to be used for each of the awards webpage. There are a few minor changes that need to be made.
- 3) I sent thank you notes to the three awards sponsors. It has been a long time since I sent a handwritten thank you card. I am able to create and send a thank you very quickly using email. Why it takes so much longer doing it by hand.
- 4) I am getting ready to reach out to PAM with additional questions regarding PAM International Membership award.
- 5) And finally, I wanted to say it was wonderful to see all of you at the annual conference. I enjoyed reconnecting and making new connections while in Boston. I am hopeful, but

nervous, such opportunities are on the horizon. (That was a reference to the recent adoption of the consultants' recommendations report.)

O. Fundraising (Zac Painter):

- 1) Currently checking the sheets for possible new contacts and comparing vendor support.
- 2) Working with Giovanna to set up some vendor Quick-Take sessions as a potential sponsorship opportunity or add-on.

P. Membership (Lynn Berard): No report.

Q. Mentoring (Ashleigh Faith): The Mentoring update is that I am contributing the DENG mentoring practice to the August LMD mentoring webinar series. Specific topic TBD.

R. Nominations (Andy Shimp): Nominations have been received for Chair-Elect and Treasurer. Still looking for a nominee for Program Planner.

S. Professional Development Chair (Daureen Nesdill):

- 1) Wrote and submitted the application for the ELN CE course to the Planning Committee.
- 2) Took over for Becca Smith and talked to Michael Fosmire about presenting *Integrating information Into the Engineering Design Process*. Sent the abstract and required information to the Planning Committee.
- 3) Discussed having Proquest sponsor a webinar featuring Giovanna Badia's conference presentation with Giovanna. Proquest was supposed to have contacted me in July. Discussed with the committee having a few speakers from the 2015 conference give their talks.

T. Program Planner – 2015 (Penny Sympson):

- 1) Sent summary of conference program evaluations to Board.
- 2) Attendance at Boston programs:
 - Division Board meeting – 15
 - Division no-host dinner – 17
 - NASA spinoffs – 74
 - How to select the best databases – 142
 - Standards Update – 54
 - ABCD roundtable – 9
 - Nanotechnology –20-25
 - FM Global Labs tour – 13

U. Program Planner – 2016 (Niamh Tumelty): See report and programming abstracts at the end of the minutes (Appendix 2).

V. SLA-DENG List (Marge Rhodes): No report.

W. Standards Chair (Jeremy Cusker): No report.

X. Webmaster (Dale Copps): No report.

6- Old Business

- I. Annual conference wrap-up and final comments (Sara Davis/Penny Sympton): A summary of the program evaluations was sent to the Board. Overlap with other sessions (subject and time) is a struggle, especially due to the shortened conference and tight schedule. Positive feedback all around. Congratulations to Penny on the great job this year as Conference Planner!
- II. SLA Board actions and future of the Association (Sara Davis): Kati Arzeta's wrap-up report of the Open Board Meeting was sent out to the Division and posted on other lists. It is now back to change consultants to develop a timeline. Pay attention to updates from SLA HQ. Jill Stand will ask for names of people to step up and help out. Sara has some names to forward of Division members who want to be plugged in to help out. Sara thanked the Engineering Division board members who attended the July 8 SLA Open Board Meeting.
- III. PAM International Membership Award (Taya Cagle): Taya returned to discussions with Pam to ask the questions that she was tasked with at the June Board meeting. PAM is tabling the idea of this award until more information about future SLA restructuring is forthcoming and the proposed SLA roadmap is clear and underway.
- IV. Pix & bios to Dale for the website (Sara Davis for Dale Copps): The Division Executive and Advisory Board should review bios and provide any updates or corrections to Dale. Sara will send a note to Division members to ask them to submit bios and photos.
- V. Discussion of 2016 conference programs (Niamh Tumelty/Giovanna Badia): See Appendix 2 of the minutes for the conference planning update. A highlight of the planning - a party/reception in honor of the 50-year anniversary of the Engineering Division (replace the Annual Business Meeting Luncheon). Daureen Nesdill is working on a CE class on electronic lab notebooks (ELNs) that would be a half-day class, limited to 50 attendees. There are fewer time options in the program for longer sessions. For example, the Standards Update session, may be early in the morning. It might be worthwhile to explore providing coffee and light breakfast items/pastries to attract attendees. Giovanna will talk with Penny and Zac about costs, working with other divisions/units as program co-sponsors, and obtaining vendor sponsors for sessions. Penny suggests negotiating with each SLA group, talking with the Chair and Conference Planners. Quick Take sessions may be a way to work with publishers on programming content. The Division may submit up to 3. Daureen had a question about whether vendors interested in sponsoring CE or other sessions need to exhibit at the Annual Conference and would there be different rules for specialized vendors interested in sponsoring CE courses. It will be necessary to consult with the SLA CE Council and Carolyn Sosnowski at SLA HQ.

7- New Business

- I. Leadership list news – SLA NY offers financial support to SLA: The 2015 Executive Board of SLA NY called a special meeting to discuss ways to support SLA. The New York Chapter has decided to assist SLA in these difficult financial times as a sign of support on the challenging road ahead. The SLA NY Executive Board encourages other units to offer assistance, as well.

“Having discussed various ideas, we agreed to return our allotment as a gift to the organization (around \$5000), and we are also extending an interest-free loan of \$15,000 to be repaid once the HQ building sells.

We realize that we are extremely fortunate to have the resources available to do this, and that not every unit is in the same position. However, we would like to encourage all units to consider offering whatever assistance they can; whether that's regifting your allotment, making a more substantial loan, or however else you feel is most appropriate.

We are proud to help support our organization through this challenging time, and look forward to working with you all to help secure the future of SLA.”

Sara will send a note to Engineering Division members. The Board may begin to consider and discuss options for the Engineering Division to contribute and/or assist.

8- Announcements

- I. Executive and Advisory Board members are encouraged to attend the SLA candidate webinars and any open SLA Board meetings, especially given the future of SLA and the challenging road ahead.

9- Next Meeting (Sara Davis): The next meeting will be August 27, 2015.

10- Adjournment (Sara Davis): The meeting was adjourned at 2:40pm (Central).

Respectfully submitted,

Christina Byrne, Secretary
SLA Engineering Division

APPENDIX 1

SLA Engineering Division and Aerospace Section Treasurer's Report July 2015

From Chase Bank online statements as of July 21, 2015

Bank Accounts

Engineering Division

SLA Eng Div Checking XX8660	\$ 1,940.19
SLA Eng Div Savings XX5502	\$41,818.31
Total	\$43,758.50

Aerospace Section

SLA AeroSec Checking XX8678	\$2,699.72
SLA AeroSec Savings XX5494	\$9,254.41
Total	\$11,954.13

OVERALL TOTAL **\$55,712.63**

Outstanding sponsorship payments as of July 21, 2015

Date Invoiced	Amount
5/07/15	\$2,500.00 (6/10 CC payment to SLA HQ)

Other: Expected conference co-sponsor invoices & or payments, reimbursement expenses requests

Report: May 28, 2015-July 21, 2015

1. Received and deposited two Sponsor payments
2. Cut two award checks at the conference
3. Received six Conference expense reimbursement requests. Four paid, two payments in process.
4. Provided to SLA HQ Treasure 2015 SLA Engineering Div List of Individuals (one) paid \$600 or more

Report: April 21, 2015-May 28, 2015

1. Invoiced three Sponsors
2. Deposited one Sponsor payment
3. Received two Conference expense reimbursement requests. One paid, the second expense will be paid at the conference
4. Received requests two cut two award checks at the conference.

Report: March 20, 2015-April 20, 2015

1. Invoiced two Sponsors
2. Received two Sponsor payments (one payment will be deposited after cob 4/20)

3. Deposited two Sponsor payments (one payment was received 3/18 and was deposited 3/20)

Report: Feb21, 2015-March 19, 2015

1. Invoiced one Sponsor
2. Received three and deposited two Sponsor payments. (The third payment was received 3/18 and will be deposited after cob 3/19.)
3. Paid one Leadership Summit expense reimbursement request

Report: Jan 1, 2015-Feb 20, 2015

1. Invoiced ten Sponsors and one "award" Sponsor
2. Received and deposited six Sponsor payments
3. Paid one Leadership Summit expense reimbursement request
4. Prepared and submitted to SLA HQ the *2014 Financial Reports for the Engineering Div and Aerospace Section*.

Respectfully submitted,

Diane F. Brenes, Treasurer
SLA Engineering Division

APPENDIX 2

Program Planning Report – 2016

Current plans for 2016 DENG program – 20th July 2015

Planning team: Giovanna Badia (Chair-Elect), Niamh Tumelty (2016 Planner), Becca Smith (ABCD Chair-Elect), Gabriele Hysong (Aero Chair-Elect), Daureen Nesdill (Professional Development Chair)

Non-program sessions

- Board meeting (Saturday night)
- 50th year celebration (Saturday night)
- Newcomers breakfast (Sunday morning with Science Divisions, TBC)

Blurbs for sessions:

Googling for Facts, Grey Literature, and Metrics in STEM

Quick Take (20 minutes)

Speaker: Giovanna Badia, McGill University, giovanna.badia@mcgill.ca

Conference Track: Information Discovery

Google products complement traditional article and full-text databases in the sciences and engineering by including grey literature sources, providing metrics for articles, authors, and journals, and allowing quick access to factual information. This quick take presentation will discuss: techniques for using Google tools and features to find facts and grey literature sources; citation searching in Google Scholar, and creating a My Citations profile page to calculate an author's h-index and track citations to his/her publications; building a Google Custom Search engine to search image resources on a specific subject; and cases where Google instruction was incorporated in information literacy sessions offered to different groups.

Program Takeaways:

- Participants will learn how to find facts and grey literature sources using Google products.
- Participants will learn how to use Google Scholar's My Citations profile to increase the visibility of their researchers' presentations and publications.
- Participants will learn how to incorporate Google into information literacy sessions to engage the audience while also reinforcing the value of the databases being taught.

So you want to start publishing? (Title and blurb to follow)

Workshop (2 hours)

Speaker: Dr Danny Kingsley, Head of Scholarly Communications, University of Cambridge

Your Teaching Toolkit

Unconference (90 minutes)

Conference Track: Information Sharing

Whether it's one-to-one sessions with colleagues or clients, small group workshops or large-scale lectures with hundreds of attendees, many library and information professionals are involved in teaching or training as part of the day job. TeachMeets have become hugely popular as a forum for peer learning across the UK, Ireland and other parts of Europe. Now for the first time TeachMeet comes to SLA!

Come along to this unconference-style session and share your teaching tips and tricks, what's worked well and what to avoid. It doesn't matter if you're new to teaching or have decades of experience under your belt, everyone is encouraged to join in with short (2-5 minutes max) informal talks in front of a welcoming audience. The talks will be followed by an opportunity to network with other participants and find out more about what they've done.

Sign up in advance [link to be provided later] or just come along on the day. There will be no PowerPoint presentations, and although you can bring other props to support your presentation the most important thing is to just bring yourselves!

Program Takeaways

- Participants will be equipped with tips and tricks for improving their teaching.
- Participants will have an opportunity to present informally in front of their peers.
- Participants will build new connections with colleagues involved in teaching across corporate and academic contexts.

The Link Found Elsewhere: Archival Information in Forensic Engineering and Historic Preservation Lecture (Duration TBC)

Speaker: Justin M. Spivey, P.E., Senior Associate, Wiss, Janney, Elstner Associates, Inc.

Conference Track: Information Discovery

Existing buildings are artifacts of manufacturing and construction processes that occurred in the past and may be forgotten, obsolete, or not readily discernible today. Engineers that work with existing buildings need to bring these hidden processes to light, whether to replicate them or to understand how they led to failure. (Although the latter is the primary goal of forensic engineering, it is also relevant to arresting or reversing deterioration in a preservation project.) These investigations typically begin with the physical evidence that is exposed to view and proceed into areas hidden behind architectural finishes, but we need to keep in mind that the missing link may be awaiting discovery miles away in a library or archive. Using examples from greater Philadelphia and elsewhere, the speaker will show how archival information—sometimes just a single document—can be critical to the success of a forensic engineering investigation or historic preservation project.

Program Takeaways

- Gain perspective on why forensic engineers and those working in historic preservation need archival information and how they use it.

- Understand the range of resource types sought by engineers, from original blueprints to building product manufacturers' data, and the sometimes critical significance of subtle differences between versions.
- Engage in discussions about the potential relevance of various resource types and the extent to which they are being preserved, e.g., data for a building product that may not survive a short-lived trend or a manufacturer's bankruptcy.

Integrating Information into the Engineering Design Process

Workshop (90 minutes)

Speaker: Michael Fosmire, Purdue University, Fosmire@purdue.edu

Session level: Fundamental/Intermediate

Conference Track: Information Discovery

Novice engineers, including students, frequently spend too little time understanding the problem in their design projects and jump to solutions without considering alternatives. This leads to inefficient use of time and suboptimal results in the final design. Librarians can help design teams be more effective by facilitating appropriate information gathering, evaluation, and communication at each stage of the engineering design process. This hands-on, interactive session will introduce an award-winning conceptual model for integrating information into the engineering design process that will enable librarians to support engineers and teach students to generate more innovative, practical, and appropriate solutions to their engineering design problems. We encourage both corporate and academic engineering librarians to attend and share their experiences working with their core users.

Room Setup: Banquet Rounds

Note: Projector and lavalier microphone appreciated if possible.

Program Takeaways:

- Participants will be able to articulate the different roles information plays throughout the engineering design process
- Participants will be able to identify the most important information challenges their primary users face
- Participants will be able to use techniques from the session to facilitate their users effectively integrating information into their design process

Standards Update

Lightning talks (2 hours)

Conference Track: Information Discovery

Standards are the backbone of engineering and providing access to them a core function of information professionals. This session is the place to learn what is new straight from the source. Ask questions and provide feedback while Standards Development Organizations (SDOs) are all in the same room! Meet representatives from many SDOs and content providers; learn about their latest and greatest innovations. Come early, grab a seat...this session fills up fast!

Program Takeaways:

- Participants will learn about the latest standard developments

A bucketful of engineers and resources: Understand 10 engineering disciplines and identify their top 10 information resources

Pecha Kucha (90 minutes)

Moderator: Giovanna Badia, McGill University, giovanna.badia@mcgill.ca

Conference Track: Information Discovery

Help the Engineering Division celebrate its 50th anniversary by learning more about different engineering disciplines and their resources. Ten practicing info pros, one for each of the 10 disciplines (ranging from above the clouds to below the ground engineering), will explain what their engineers do and the top 10 information sources they use to answer reference questions in these branches of engineering. The speakers will be presenting in the Pecha Kucha style, i.e., 20 slides in 400 seconds, 20 seconds per slide.

Program Takeaways:

- Participants will be able to explain what different types of engineers do.
- Participants will be able to identify the best resources to use for answering reference questions in different branches of engineering.

Aero program – Gabriele to confirm

Explore Hershey's Chocolate World & the Town of Hershey

Tour (Wednesday, June 15th, 7:30am-4:00pm)

Organizer: Giovanna Badia, McGill University, giovanna.badia@mcgill.ca

Join the Engineering Division on a sweet adventure to Hershey's Chocolate World, where we will tour the factory, watch Hershey's product characters come to life, create our own candy bars, and taste different types of Hershey chocolates. After Hershey's Chocolate World, we will take a historical sightseeing trolley tour of the town of Hershey.

Program Takeaways:

- Participants will learn how chocolate is made and taste different varieties.
- Participants will visit the town of Hershey and hear Mr. Hershey's life story.

Sessions to co-sponsor

Ethnographic Research Methods (with Business & Finance and the UX Caucus)

Librarian's role in research assessment and highlighting value (Chemistry)

Science and Engineering Poster Session (Sci-Tech)

Content-buying in STEM (Leadership and Management Division)